



Fill Jobs Fast!

With our no fee
CalJOBS job listing
and résumé service

What is CalJOBS?

Overview

CalJOBS is an Internet service brought to you by EDD.

- Employers can have EDD list their job openings for them, or they can place those orders directly into CalJOBS themselves by using personal computers with Internet access.
- By using the Internet, employers can place job orders anytime, day or night.
- Employers can review résumés and locate qualified applicants, then contact them directly to set up interviews.
- Job orders can be placed, modified or closed from the employer's personal computer.

Who can use CalJOBS?

Employers with a California Tax Account Number can use CalJOBS.

What kind of openings can I list on CalJOBS?

Most job openings can be listed on CalJOBS. Contact EDD or participating local employment and training provider for specific details.

Why should I use CalJOBS?

Quick access to America's Job Bank

America's Job Bank (AJB) is a component of the Department of Labor's Electronic Labor Exchange System. CalJOBS provides access to AJB, where you can list job openings that can be seen nationwide.

Save money

There are no fees to use CalJOBS.

List more information concerning your job opening on CalJOBS than you normally would in a standard classified advertisement.

CalJOBS orders can remain in the public eye longer. You can keep the order listed until filled or until you cancel it.

It's convenient

You're in control. Just get on the Internet from your place of business, from home, or from any location that has access to the Internet. Within minutes your job opening is listed statewide.

Enter, update or close your own job listing without assistance. There is no need to wait while others compose and place expensive classified ads for you.

Things you need to know

Register with CalJOBS at:

<http://www.caljobs.ca.gov>

Or ask to speak to a CalJOBS representative at your local EDD office or participating employment and training provider. If you don't have access to the Internet, call EDD Monday through Friday, 8 a.m. to 5 p.m. and a CalJOBS representative will assist you.

What do I need to use CalJOBS on the Internet?

You need a personal computer with modem, an Internet Service Provider and a California Tax Account Number.

When can I use CalJOBS?

You can use CalJOBS immediately after you receive your PIN and password. On the Internet, CalJOBS is available around-the-clock, including weekends and holidays.

Where can I use CalJOBS?

Use an Internet-linked computer at your place of business, from your home, or from any other location that has Internet access.

In summary

When you need to hire new employees, use the NO FEE CalJOBS system. It's ready when you are.

1

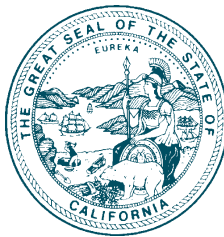
Gives you the tools to quickly locate and hire the right person

2

Is available around-the-clock

3

Provides you with access to the largest database of job seekers in California



Gray Davis
Governor
STATE OF CALIFORNIA

Grantland Johnson
Secretary
HEALTH AND HUMAN SERVICES AGENCY

Michael S. Bernick
Director
EMPLOYMENT DEVELOPMENT DEPARTMENT

The California State Employment Development Department (EDD) is a recipient of federal and state funds, is an equal opportunity employer/program, and is in compliance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act (ADA).

Special requests for alternate formats need to be made by calling your local EDD office. The number is listed in the phone directory under "State of California, Employment Development Department."

CalJOBS is a product of:

